

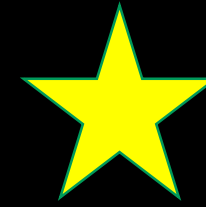
2016 FEBRUARY DAC MEETINGS

Opening

AGENDA

- Hot Topics
- Test Security/Data Quality
- Accountability
- SDRR
- K-PREP
- Accommodations/Text Reader
- Alternate K-PREP
- End-of-Course – ACT QualityCore
- College/Career Readiness
 - ACT
 - Compass
 - KYOTE
 - Career Readiness
- A Quick Look to the Future
 - ESSA Reauthorization
 - Pending State Legislation

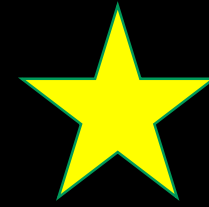
HOT TOPICS



HOT TOPICS

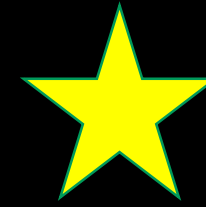
1. Inclusion of Special Populations Regulation (703 KAR 5:070)

- Student-initiated has been removed from the regulation. The practice of requiring accommodations be student-initiated on state-required assessments has ceased.
- Schools and districts should make available and provide all accommodations as determined by the student's placement team or Admissions and Release Committee (ARC), unless the student specifically refuses such accommodations.



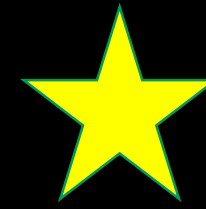
HOT TOPICS

2. KDE developed an updated calculator policy to create a test administration that provides every student with an opportunity for a fair and equitable assessment. The KDE calculator policy applies to all state assessments. The ACT policy applies to all ACT assessments.
3. For Spring 2016, there are three forms of the K-PREP test in grades 5, 6, 8, 10 and 11 in which on-demand writing is administered. There is one form of the test for grades 3, 4, and 7 in which on-demand writing is NOT administered.



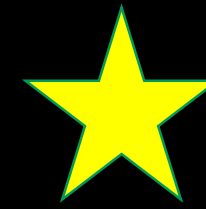
HOT TOPICS

4. Continued emphasis on “getting the rosters right” to support data quality.
5. Students remaining on any test roster at the end of data review, without an approved non-participation or a score from the vendor, will have a zero score applied in reporting.



HOT TOPICS

6. School/district staff are required to add the EOC assessment to the course in the Assessment Tab. Completing this action allows student accounts to be created in The ACT QualityCore platform as well as student rosters in SDRR for testing/accountability.
7. Districts can use the EOC Early Warning Report within IC to generate a list of students missing EOC scores or with a non-participation to assist with roster cleanup.



HOT TOPICS

Shipping Windows to Pearson (PearsonAccess)

Shipping Option	Testing Window	IC Pull Date	Materials Arrival
1	April 11 – April 29	Feb. 12	March 28
2	May 2 – May 13	Feb. 26	April 11
3	May 16 – June 6	March 11	April 25

Testing Windows to KDE (SDRR)

- 5 consecutive days in the last 14 instructional days
- May vary by level (E, M, H) or be a single window for all
- Used to verify accountability dates (**1st day of 5 day window**) and site visits
- Due in SDRR (March)

TEST SECURITY AND DATA QUALITY

Key assessment themes require the focus of schools, districts and the state

KEY ASSESSMENT THEMES

TEST SECURITY—checks and processes to monitor appropriate administration of state-required tests

DATA QUALITY—collaborative process between OAA and school/district staff to ensure accurate reporting of test results

TEST SECURITY

- Continues to be a critical issue in Kentucky and nationally.
 - Loss of certification for Kentucky educators emphasizes the seriousness of the issue.
- OAA implements and monitors the recommendations from Kentucky's security audit.
 - Increased analysis of test results for irregularities and triggers for follow up from KDE's allegations coordinator.
- Important to protect usernames and passwords to online testing and text reader.

TEST SECURITY: LOCAL REQUIREMENTS

- Training
 - Administration Code and Inclusion of Special Populations
- Signatures
 - Student Honor Code
 - Nondisclosure Agreement
 - Appropriate Practices Form and Administration Code
 - DAC/BAC Certification of Proper Test Administration
- Documentation of Testing
 - Seating charts (all required tests)
 - Testing room location codes (K-PREP Pearson)

TEST SECURITY: TRAINING

Administration Code 703 KAR 5:080	Inclusion of Special Populations 703 KAR 5:070
All persons involved with testing in any way	Anyone assisting with testing accommodations
Requires signature to confirm individual has read, understands and will abide by document	
Documentation of training required (who, what, when, where and how)	

TEST SECURITY: SIGNATURES

Student Honor Code

K-PREP Student Honor Code

I understand the answers on this test must be my own work. Receiving test questions or answers from others is cheating. Giving test questions or answers to others is cheating. If I cheat before, during, or after the test, my school may discipline me and my test may not be scored.

Student Signature

Appropriate Practices Form

Spring 2016 Kentucky Performance Rating for Educational Progress (K-PREP) Appropriate Assessment Practices Certification Form

Appropriate Assessment Practices

The Kentucky General Assembly through KRS 158.6453 requires an innovative student assessment program designed to measure student progress toward achievement of the goals specified in KRS 158.6451. The purpose of this document is to describe the practices that are considered appropriate in preparing students for the assessments, in administering them and in assuring proper security of the assessments.

In determining appropriate practices, the following standards have been used:

- Professional Ethics—No test-preparation practice should violate the ethical standards of the education profession in 16 KAR 1:020.
- Educational Defensibility—All test preparation practices shall be designed and used for the purpose of increasing student learning.

TEST SECURITY: SIGNATURES

Certification Form DACs and BACs

- E-mail from KDE/OAA
- Available on KDE website
- Completed at end of year to reflect all required testing in the school year
- DACs collect from BACs
- KDE collects from DACs



Kentucky Performance Rating for Educational Progress (K-PREP) District Assessment Coordinator's Certification of Proper Test Administration

I certify that, to the best of my knowledge

- Everyone involved with the state-required assessments has received training on the Administration Code for Kentucky's Educational Assessment Program and, if appropriate, the Inclusion of Special Populations in the State-Required Assessment and Accountability Program. Records of training and participants are maintained on file in the school or district;
- Everyone involved with the state-required assessments has read and signed a copy of the Appropriate Practices Form, the Administration Code for Kentucky's Educational Assessment Program, and, if appropriate, the Inclusion of Special Populations in the State-Required Assessment and Accountability Program. Copies of the signatures are maintained on file in the district;
- Every effort was made to administer the state-required assessments to all students;
- Checks and processes to monitor appropriate test security have been completed, including required seating charts, room location codes and Student Honor Code;
- Student information in the Student Data Review and Reporting (SDRR) system was completed properly for every student enrolled on the first day of the testing window, whether or not he/she was tested; and
- The test was done in accordance with the directions in the District and Building Assessment Coordinator's Manual and Test Administrator's Manual/Script.

Further, I certify that:

- All test materials are being returned to the vendor as directed. If any test materials have inadvertently been left in the district, they will be secured and returned to the vendor immediately;

TEST SECURITY: DOCUMENTATION OF TESTING

Seating Charts are required for

- all state-required test administrations.
- optional tests that are included in accountability if the test is administered by the school.

Large Group Testing – Seating Chart Form
Kentucky State-Required Assessments 2015-16
 Complete one form for each room used during school test administration.
Keep on file at the school or district office.
 Please check only the assessments that apply to this non-participation request.

☐ ACCESS for ELLs ☐ ACT ☐ Alternate K-PREP ☐ K-PREP
 End-of-Course: ☐ Algebra II ☐ Biology ☐ English II ☐ U. S. History


Note: ACT administrators must use seating chart provided by ACT, Inc.

Optional: Tests used in state accountability *(If testing, administrator must complete seating chart.)*
☐ Compass ☐ KOSSA ☐ KYOTE ☐ WorkKeys ☐ Other _____

GENERAL INFORMATION
 Test Date: _____ Room Number: _____
 District Name: _____ School: _____
 Number of Testing _____ Number of Students _____
 Staff: _____ Tested: _____

TEST ADMINISTRATOR
 (Person(s) in charge of testing for this room)
 Test Administrator Name *(Please Print)*: _____
 Test Administrator Signature: _____

PROCTOR
 (Person(s) assisting test administrator by monitoring students or distributing materials.)
 Proctor(s) Name(s) _____
(Please Print) _____
 Proctor(s) Signature(s) _____



TEST SECURITY: DOCUMENTATION OF TESTING

- DAC will collect and maintain in case of potential investigations.
- Templates are provided by KDE and may be modified at the local level.

Small Group/Individual Student – Testing Seating Chart Form

Kentucky State-Required Assessments 2015-16

(Return to Building Assessment Coordinator at conclusion of test window.)

Keep on file at the school or district office.

☐ ACCESS for ELLs ☐ ACT ☐ Alternate K-PREP ☐ K-PREP

End-of-Course: ☐ Algebra II ☐ Biology ☐ English II ☐ U. S. History

Note: ACT administrators must use seating chart provided by ACT, Inc.

Optional: Tests used in state accountability *(If testing, administrator must complete seating chart.)*

☐ Compass ☐ KOSSA ☐ KYOTE ☐ WorkKeys ☐ Other_____

SCHOOL NAME _____

DISTRICT NAME _____

Test Date	Content Area	Student Name (Printed)	Test Administrator	Room Number

Seating Chart—
Small group &
individual students

TEST SECURITY: DOCUMENTATION OF TESTING

Collection of testing room location codes on each Student Response Booklet allows security data analysis at the room level.

6				ROOM NUMBER WHERE STUDENT IS TESTED											
Reading				Mathematics				Social Studies				On-Demand Writing			
0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2

TEST SECURITY: STATE MONITORING

- Test window visits
- Review of seating charts
- Collection of DAC Certification forms
- Review/audit of randomly collected AAAs for alternate assessment students
- Analysis of outlier test results by Office of Education Accountability
- Analysis by vendors (i.e., erasure and others)

Pearson has hired Caveon to complete performance data analysis

TEST SECURITY: STATE MONITORING

- Analysis by vendor can produce multiple types of information/reports at room, school or district levels.
 - Erasure analysis (Right (R) to Wrong (W), RTR, WTR)
 - Large score changes for a student
 - Large mean score increases
 - Probability of matched response analysis
 - Previous year's distribution around scores
 - Pattern analysis
 - Comparison of individual student scores by item type
- Analysis can trigger/identify schools and districts for follow up with Allegations Coordinator.

TEST SECURITY REPORTING OF ALLEGATIONS

Get the facts straight.

- Record the date and time of the incident.
- List all involved (i.e., staff, volunteers, students).
- Identify content area and test parts impacted.
- Identify specific content question(s), if applicable.
- Record what you learn.
- Report the incident.

TEST SECURITY REPORTING OF ALLEGATIONS

Support Documents

- Testing Allegation Reporting Form
- Notarized Statements written and signed by each individual involved (teacher, proctor, BAC, principal and/or others). One statement signed by multiple individuals is not acceptable.
- Testing Schedule
- Seating Chart and Room Number

TEST SECURITY REPORTING OF ALLEGATIONS

Support Documents

- Verification of Administration Code Training
- Verify/Proctor Signature Sheet
- Nondisclosure Agreement
- Student Name & SSID
- For an allegation involving special education:
 - verification of student test accommodation(s).
 - verification of Inclusion of Special Populations training.
 - a signed copy of the Code of Ethics, record of testing room and test administrator for allegations regarding alternate assessment.

KEY ASSESSMENT THEMES

TEST SECURITY—checks and processes to monitor appropriate administration of state-required tests

DATA QUALITY—collaborative process between OAA and school/district staff to ensure accurate reporting of test results

DATA QUALITY

- The authoritative source of student data in Kentucky is the state student data system, Infinite Campus (IC).
- Data are downloaded from IC for vendors and to populate internal applications (i.e., SDRR).
- Accountability change requests made to OAA are cross-checked with Infinite Campus.

Keys to Improve Data Matching

- Correct entry of student information in IC is critical (name, date of birth and SSID).
- Consistently use the student's name as it appears in IC on all testing records.
- State-testing programs are provided SSIDs.

DATA QUALITY

KDE/OAA Student Data Review and Rosters (SDRR) Application, organized by test, has two critical data accuracy functions:

- Rosters
 - Required by regulation
 - Testing information for some tests
 - **Accountability record for all grades 3-12**
- Data Review (cleanup before reporting)

DATA QUALITY

INCLUDE on SDRR Roster

Tested students with scorable documents returned to vendor

REMOVE from SDRR Roster

Not tested students that have withdrawn from the school

Not tested students:

- 1) With non-participation (e.g., Extraordinary and Medical)
- 2) Who should have tested, but did not test

For End of Course:

- 1) Not tested students that are still completing coursework
- 2) Added students with missing scores that are NOT seniors

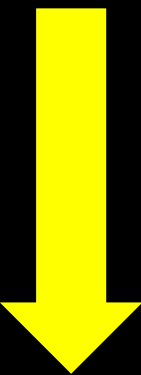
DATA QUALITY



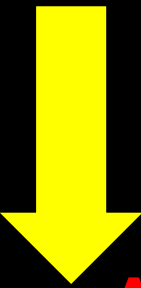
Students left on roster, after data review, without an approved non-participation or test score, will be included in reporting as a zero score.

Importance of Rosters

• **Clean Rosters in Spring**

- 
- Longer roster window means more time for work.
 - Flexible routine changes include the ability to add or delete students.
 - Demographic changes made directly in Infinite Campus.
 - **Better availability of school staff to assist.**

• **Easier Data Review and Cleanup in August**

- 
- Data review changes require documentation and KDE approval.
 - Data review goal is to have small number of changes.

• **Accurate Data for Public Release**

ACCOUNTABILITY RULES

How to determine whether students are in a school's accountability report

ACCOUNTABILITY RULES

- **Tested**

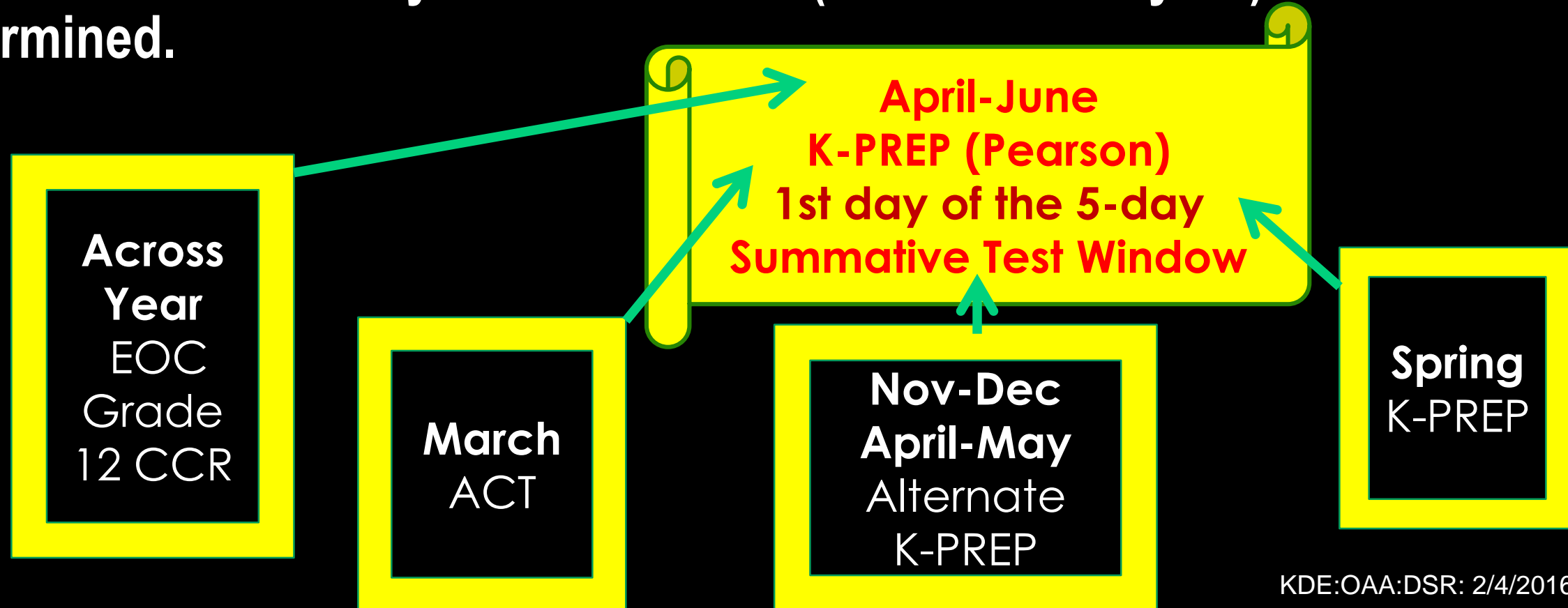
Every student enrolled on the first day of the 5-day spring summative test window must be tested for participation rate purposes.

- **Accountable**

Accountability determined by full academic year (any 100 instructional days of enrollment). The first day of the 5-day spring summative test window is included in the 100 day count.

ACCOUNTABILITY RULES

The **first day** of K-PREP 5-day spring summative window (in the last 14 instructional days of the district calendar) is the point in time where the 100 days of enrollment (full academic year) is determined.

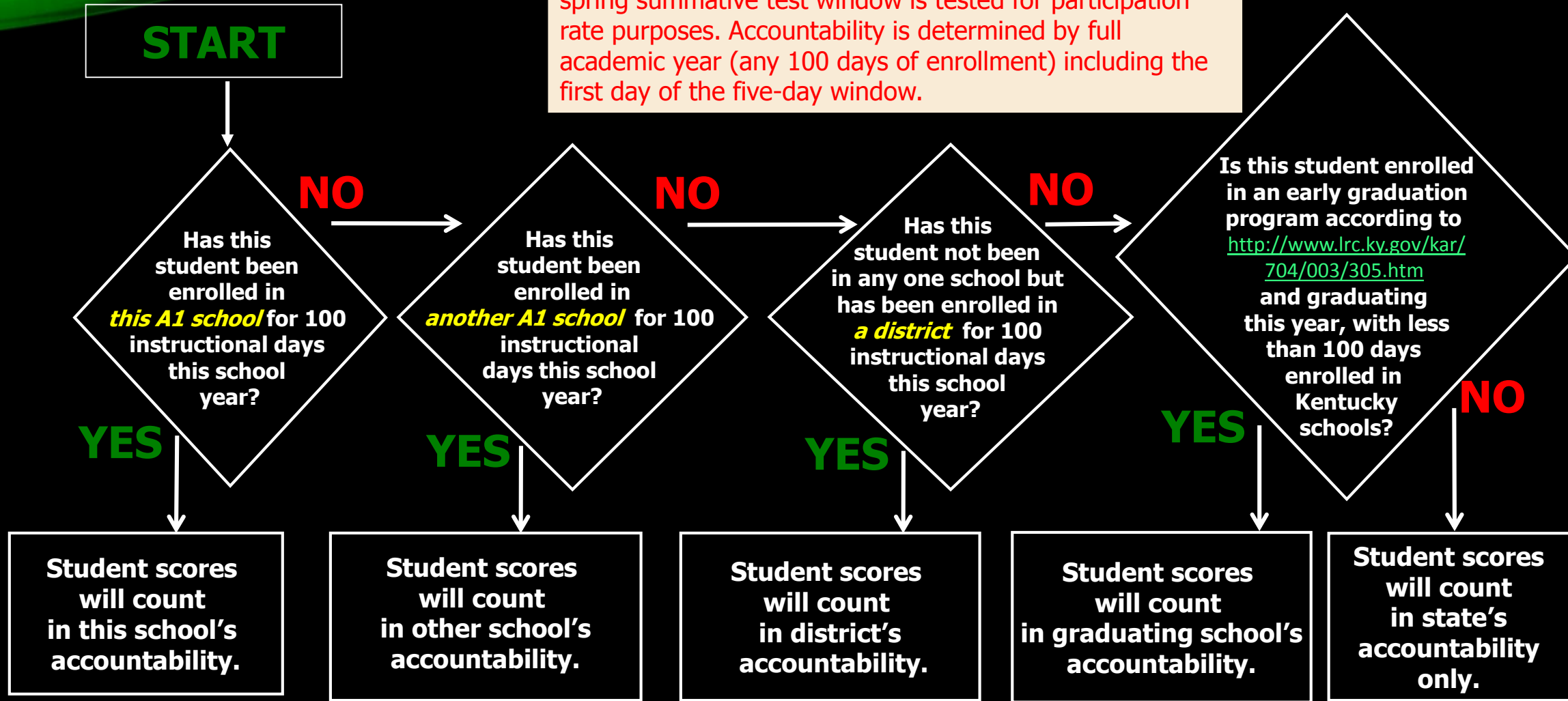


ACCOUNTABILITY TERMS FOR SCHOOLS

- “A1” means a school under administrative control of a principal and eligible to establish a school-based decision-making council.
- “A1” school is not an alternative program operated by, or as a part of, another school.
- “Alternative” program means all other education programs not classified as A1.

Flowchart for Determining Accountability For Students Enrolled **ONLY** in **A1 Schools** Kentucky Performance Rating for Educational Progress (K-PREP)

Every student enrolled on the **first day** of the five-day spring summative test window is tested for participation rate purposes. Accountability is determined by full academic year (any 100 days of enrollment) including the first day of the five-day window.



This is a summary. For specific situations, please utilize the online application at:
<https://goo.gl/4T8EqR>

Flowchart for Determining Accountability For Students Enrolled **ONLY** in **Alternative Programs** Kentucky Performance Rating for Educational Progress (K-PREP)

START: Was the student enrolled in non-A1 school(s) for the entire year (without one day of enrollment at an A1 school)?

NO

See flowchart for students enrolled in a **COMBINATION** of A1 and non-A1 schools.

YES

Was the student under *governmental agency or the court system* for 100 days?

NO

Would the student have had 100 instructional days in the district they would have attended if not in an alternative program(s)?

YES

Student is accountable to the district where they would have attended if not in an alternative program.

YES

Student is accountable to the state

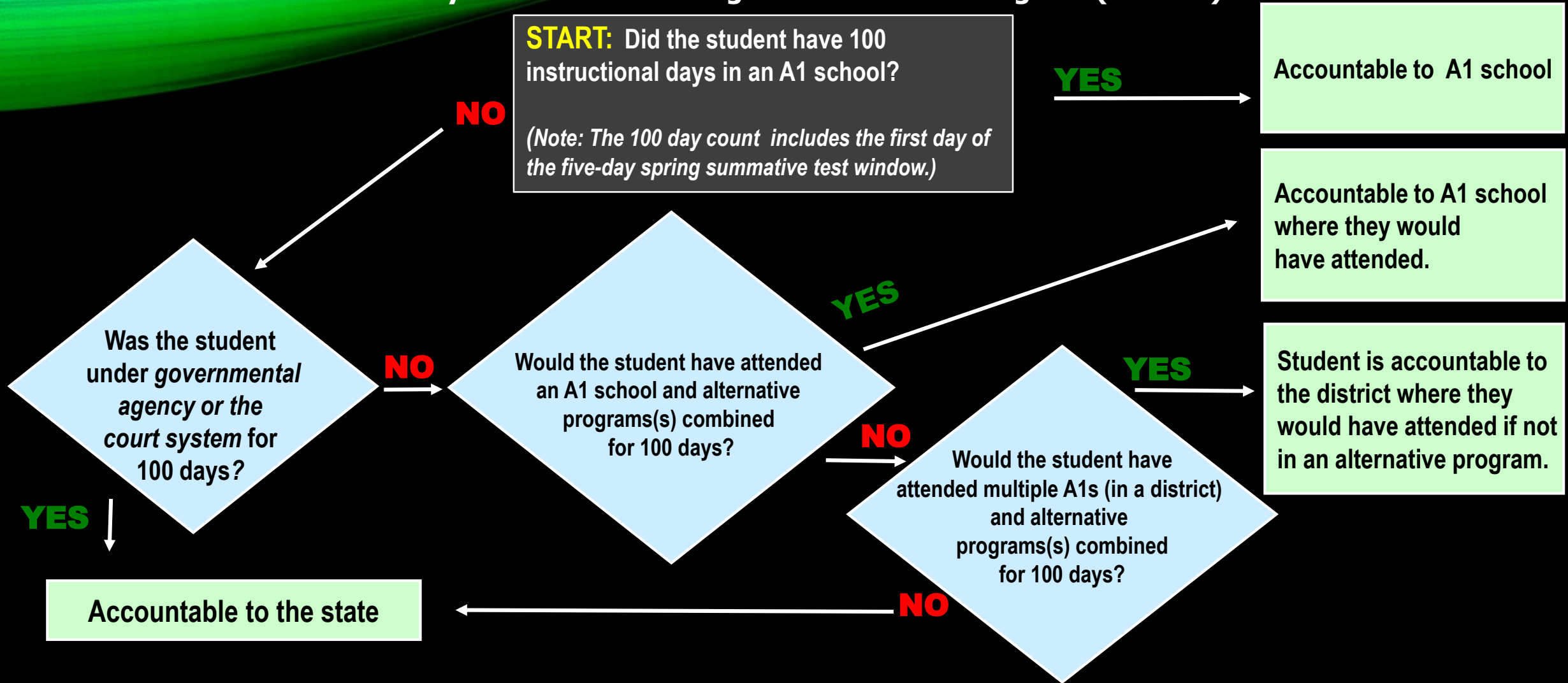
NO

This is a summary. For specific situations, please utilize the online application at: <https://goo.gl/4T8EqR>

Note: A student at Kentucky School for the Blind, Kentucky School for the Deaf, Gatton Academy, Craft Academy, or iLead Academy tracks back to the A1 school that he or she would have attended if not in the alternative program.

Flowchart for Determining Accountability For Students Enrolled in a **COMBINATION** of A1 & Alternative Programs

Kentucky Performance Rating for Educational Progress (K-PREP)



This is a summary. For specific situations, please utilize the online application at: <https://goo.gl/4T8EqR>

KDE:OAA:DSR: 2/5/2016

Note: A student at Kentucky School for the Blind, Kentucky School for the Deaf, Gatton Academy, Craft Academy, or iLead Academy tracks back to the A1 school that he or she would have attended if not in the alternative program.

ONLINE ACCOUNTABILITY TOOL

Donald is enrolled at the Alternative Program in the same district for the entire year due to behavior.

Student is accountable to the district

Regulation 703 KAR 5:240

Section 2. Assigning Students for School and District Accountability.

(3) A student enrolled in an alternative education program for a full academic year as a result of local school district policies or procedures without any enrollment in an A1 school during the same year shall be attributed to the accountability of the district that the student would have attended if not enrolled in the alternative education program.

(4) A student not enrolled in any A1 school or an alternative education program for a full academic year, but enrolled in a district for a full academic year, shall be assigned to the district for accountability purposes.

(5) The Department of Education shall monitor alternative school placements. If evidence indicates a district is inappropriately placing students into alternative programs to avoid inclusion in accountability, it shall be further investigated by the Department of Education.

<http://www.lrc.ky.gov/kar/703/005/240.htm>

« Back

Continue »

The On-line Accountability Tool can be found at <https://goo.gl/4T8EqR> or using the large red help button in SDRR.



ALTERNATIVE PROGRAM SCENARIOS

Applying the Accountability Rules

ALTERNATIVE PROGRAM SCENARIOS

John is enrolled for 118 days at Smith High School. He is then court ordered to attend a residential treatment program.

ALTERNATIVE PROGRAM SCENARIOS

Lisa is enrolled at a district-operated Alternative Program for the entire year. She would have attended River High School, which is in a neighboring district.

ALTERNATIVE PROGRAM SCENARIOS

Steven is enrolled at Jones Middle School for 47 days. He is placed by DJJ (Department for Juvenile Justice) at an alternative program in another district.

ALTERNATIVE PROGRAM SCENARIOS

Jenna is enrolled at Lakeview High School for 74 days. She transfers to the Alternative Program in the district, and remains there the rest of the year.

ALTERNATIVE PROGRAM SCENARIOS

Heather is enrolled at Johnson Middle School for 103 days. She is removed by Social Services/DCBS (Department for Community Based Services), and placed in a residential facility.

ALTERNATIVE PROGRAM SCENARIOS

Peter is enrolled at KSB, as he has been for several years. He has never physically been present, but would have attended Lee High School.

ALTERNATIVE PROGRAM SCENARIOS

Larry is enrolled at Central Middle School for 59 days. He is transferred to the Alternative Program in the district due to behavior, and spends the rest of the year at that school.

ALTERNATIVE PROGRAM SCENARIOS

Sara is enrolled at a district-operated Alternative Program for the entire year. Her family moved from one part of town to another over winter break (serviced by two different schools within the same district), and was at neither address for 100 days.

ALTERNATIVE PROGRAM SCENARIOS

For other specific situations, please use the Online Accountability Tool at <https://goo.gl/4T8EqR> or e-mail questions to dacinfo@education.ky.gov.

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